

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

Customer Service Department
Baltimore Gas and Electric (BGE)
[Company Address]
[City, State, Zip Code]

Subject: Billing Dispute - Account Number [Your Account Number]

Dear BGE Customer Service,

I am writing to formally dispute a charge on my recent BGE bill dated [Bill Date]. My account number is [Your Account Number], and the disputed amount is [Amount Disputed].

The reason for my dispute is as follows: [Briefly explain the reason for the dispute, including any relevant dates, amounts, and details].

I kindly request that you review my account and provide clarification regarding this charge. I have attached copies of relevant documents for your reference.

Please let me know how you intend to resolve this matter. I appreciate your prompt attention to this issue and look forward to your response. Thank you for your assistance.

Sincerely,
[Your Name]